Enrollment Growth and Retention Grants for Associate Degree Nursing Programs Request for Applications

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Nursing and Allied Health

April 9, 2014
Purpose:

- Increase enrollment capacity in ADN – RN programs, and
- Provide services to assist students to be successful
14-179 -CO Enrollment Growth for Nursing Funds

- Intent of funds - to expand the capacity of nursing programs to enroll the additional number of qualified students possible and provide diagnostic assessments
  - $5,700 for each additional student enrolled
  - These funds are in addition to the school’s nursing program funds per student (FTES) received by the college
14-180 – Assessment, Remediation and Retention for Associate Degree Nursing Program

- Intent of funds - to reduce attrition and provide services to improve student success
  - Attrition rate >15 percent as determined by the Board of Registered Nursing’s Annual School Report
  - $5,700 for each additional student enrolled – based on school’s nursing program FTE needs
What is Supplanting?

- Economic and Workforce Development Program (EWDP)/Nursing Education Program funding may not result in a decrease in state or local funding that would have been available to conduct the activity had these funds not been received.
Letter of Intent/Funding Request Form due March 21, 2014.

- Grants awarded based on funding request form and funding availability
- Colleges may not be allocated the entire amount requested
- All schools were sent revised funding Request Forms on Monday, April 6, 2014.

Applications due April 30, 2014
Request for Applications (RFA) Package

- Instructions
- Appendix A – Terms and Conditions
- Appendix B – Application Forms (Excel)
- Other Required Forms – Letter of Intent
  - Funding Request Form (Excel)
  - Workplan Cover page
  - Statements of Assurances
“Instructions” for completing the application

- Provide guidelines to complete and submit application correctly
- Use in addition to RFA specifications located on page 9 and page 23
Provides instructions for completing forms –

- Face sheets – These will be sent after application is approved
- Contact Page
- Table of Contents
- Need
- Response to the Need

- Workplan
  - Objectives
  - Procedures/activities
  - Performance outcomes
- Project Management
- Budget
- Statement of Assurances
- Supplemental Budget Information – Part B (excel format)
- Quarterly Reporting Requirements
Calendar of Key Dates

- March 21, 2014 – Letter of Intent to Apply Due
- April 9, 2014 - CCC Confer Webinar
- April 30, 2014 – Applications Due to CO
- July 1 - Project commencement
- October 31, 2014 – 1st Quarter Report Due
Completion of Need Statement

- Briefly describe the current nursing shortage in your community and reason for needing to graduate more ADN-RN students.

- Address the following issues as they relate to your ADN program:
  - Enrollments at capacity;
  - Increased competition for clinical placement of students in health care facilities;
Completion of Need Statement – continued

- An apparent 25 percent attrition rate;
- Relatively high cost of nursing programs due to faculty/student ratio;
- Expensive nature of equipment and supplies for “state-of-the-art” instruction.

- Briefly describe how an identified shortage of faculty may be impacting your program.
- Briefly describe the lack of sufficient classroom or skills lab facilities to accommodate additional enrollments.
Response Section (Justification of Project)

Proposal must:

- Address the gaps identified in the “Need”
- Describe the college’s effort to improve retention of students in the nursing program
- Describe the college’s efforts to improve program completion and success on the National Council Licensure Exam
Workplan

*Form in Other Required Forms (column for each of following)

*Outline the sequence of:

- Objectives
- Procedures/Activities
- Performance outcomes
Minimum Required Objectives, Procedures/Activities specific to each RFA

- Objectives and activities should detail why your project is unique.

- Objectives and activities specific to the college/partnership may be added.
Objectives

- Expand enrollment capacity
- Provide state-of-the-art equipment
- Provide support services to students to increase retention and completion rates
Objectives

- Use faculty recruitment, retention and orientation strategies to recruit and retain faculty
- Evaluate effectiveness of these programs
- Disseminate any tools or curriculum, etc. developed.
• Procedures/Activities

  ◆ Hire qualified faculty to manage the skills lab
  ◆ Determine eligibility and enroll additional students to begin by fall 2014 but no later than January 2015
  ◆ Provide support services for students
  ◆ Implement identification, referral and intervention strategies for students at risk
Procedures/Activities – continued

- Provide appropriate supplies and software to assist student success
- Implement faculty recruitment and orientation strategies
- Evaluate the effectiveness of these programs
- Project directors’ meetings
- Reports as required
Performance (measurable) Outcomes

- Outcomes should link to the objectives, procedures/activities in the workplan.
Timelines

- Dates must be within the term of the grant
  - July 1, 2014 through June 30, 2015.
  - The grant will be for one year with up to one year renewal depending on the availability of funding.
- Reporting requirements
  - Quarterly progress report
  - Final Report Narrative and Final Report of Expenditures
Project Management

Narrative

- Describe the capacity of the college to attain the desired outcomes and how the project will be made fully functional

- Organization
  - Organizational chart
  - Project management plan
    - Project director and other staff
Dissemination

- Describe how the project will be promoted to the healthcare community, other colleges, students and faculty
  - How will grant materials or products be distributed to other community colleges, etc.
Statements of Assurances

- Review and sign
Application Budget Forms

- Appendix B – review all forms at end of PowerPoint presentation of RFAs
- Excel Format
- Includes
  - Application Budget Summary
  - Application Budget Detail Sheet
  - Supplemental Budget Information
Application Budget Summary

- Signature of Chief Business Officer
- Ink other than black
- Round off to the nearest dollar and do not type cents
Application Budget Summary – (continued)

- Submit Budget Detail Sheets
  - List cost breakdown of each budget classification amount requested
    - Show calculation details (see example)
- Reporting Dates (Fiscal Year 2014-2015)
  - October 31, 2014 – 1st Quarter YTD
  - January 31, 2015 – 2nd Quarter
  - April 30, 2015 – 3rd Quarter
  - July 31, 2015 – 4th Quarter
  - August 31, 2015 – Final Claim of Expenditures and Final Report Due

- Funds must be expended or encumbered by June 30, 2015
Continued funding is contingent on satisfactory performance and availability of the funds.

- Travel – only that is necessary to implement the project – $5K
SEND TO:

- Single PDF file to:
  Chancellor’s Office by Friday, April 30, 2014

Nursingapps@ccccco.edu

Subject Line: WEDRFA2014-15Nursing
Contacts

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Q and A

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